

LEWIS COUNTY SOLID WASTE DISPOSAL DISTRICT #1 - AGENDA

Regular Meeting

Meeting Date: Monday, April 25, 2022 Meeting Time 1:30pm
Location: Hearing Room, Lewis County Courthouse, Chehalis, WA

- I. Call to Order
- II. Verification of a Quorum
- III. Approval of Minutes March 28, 2022 Regular Meeting
- IV. Public Hearing
- V. Board Measures and Proposals
- VI. Transfer Station Operations
 - a. Community Litter Program Report
 - b. Transfer Station Tonnages
 - c. Recycling Update
- VII. Financial Reports
 - a. Monthly Reports March 2022
- VIII. Miscellaneous Reports
- IX. Approve Transfers from the Disposal District #1 Fund

Total payment to Current Expense for Centralia Transfer Station	
Facility Rent for the month	\$ 51,000
Total payment to Solid Waste Fund 401 for East Lewis County Transfer Station	
Facility Rent for the month	\$ 1,859
Total payment operational expenses to Solid Waste Fund 401	\$ 204,571
Payment to Dietrich Trucking/Wasco County Landfill for hauling/disposal	\$ 360,926
Payment to City of Centralia for host fee	\$ 16,750
Payment to Department of Revenue for taxes	\$ 28,178
Professional Services & Supplies	\$ n/a
Payment for credit card fees	\$ 5,945
Month of March 2022 Total	\$ 669,229

- X. Staff Discussion
 - a. East County – Recycling services
- XI. Announcements
- XII. Adjournment

SOLID WASTE DISPOSAL DISTRICT MEETING

Monday, April 25, 2022 at 1:30 p.m.

Lewis County is providing a virtual meeting option.
Please see below:

- ONLINE:** Attend the meeting via Zoom Meeting at <https://zoom.us/j/93204847215>.
The passcode is 161490.
- BY PHONE:** To attend by phone, call 888-475-4499.
The meeting ID is 93204847215 and the passcode is 085336.

LEWIS COUNTY SOLID WASTE DISPOSAL DISTRICT #1 - MINUTES

Regular Meeting

Meeting Date: Monday March 28, 2022 Meeting Time 1:30pm

Location: Hearing Room, Lewis County Courthouse, Chehalis, WA

- I. Disposal District Chair Sean Swope called the meeting to order at 1:30pm, Monday, March 28, 2022.

Those in attendance:

Sean Swope	Lewis County Commissioner
Lindsey Pollock	Lewis County Commissioner
F. Lee Grose	Lewis County Commissioner
Josh Metcalf	Lewis County Public Works Director
Tina Hemphill	Lewis County Public Works Deputy Director
Rocky Lyon	Lewis County Solid Waste Manager
Tom Rupert	LeMay Enterprises Inc. District Manager (Zoom)
Austin Majors	Lewis County Public Information Specialist
Teri Lopez	Lewis County Solid Waste Administrative Assistant

- II. Quorum verified.
- III. Approve the minutes of the February 28, 2022 regular meeting.
Motion by F. Lee Grose and seconded by Lindsey Pollock. Motion carried.
- IV. Public Hearing – None.
- V. Board Measures and Proposals – None.
- VI. Transfer Station Operations – Presented by Rocky Lyon, Solid Waste Manager.
- a. Community Litter Program Report – February.
- Litter program coordinator cleaned up 15 illegal dumpsites, removing 5,140 pounds of garbage, 160 tires, 6 TV's, 1 refrigerator and 1 appliance.
 - The contracted roadside litter crew, cleaned 20 miles of roadside removing 5,180 pounds of litter.
 - Volunteers in Centralia: 22 groups picked up 88 bags of litter removing 1,320 pounds.
 - Volunteers picked up litter at the intersection of Avery Road and Hwy 603: 5 people picked up 4 bags of litter removing 60 pounds.
 - Lewis County volunteers: 2 people, picked up 4 bags of litter removing 60 pounds.
 - Commissioner Swope inquired about a program to pay homeless to pick up litter, noting that he saw a known homeless man picking up trash. Rocky replied that Solid Waste does not at this time have such a program.
 - Commissioner Grose inquired about the Adopt-A-Road program. Rocky replied that the program is relaunching on Earth Day, April 22nd. A workshop is being held at the Floral Street Project location.
- b. Transfer Station Tonnages – Total tonnage for February was 6,899 tons which is 21% more than last year. Customer count was 9,964 which is 15% more than last year.
- Commissioner Swope commented on the consistent double digit increases in both tonnage and customers. Are the increases construction related? Are they due to customers discontinuing services with LeMay?
 - Tom Rupert commented that Lemay's has a consistent 5-6% increase each year.
 - Commissioner Swope stated that the Central Transfer Station is servicing all the growth in the Winlock area. He suggested readdressing the possibility of an additional transfer station.
 - Commissioner Pollock stated that the increase may be due to the turnover in property ownership. Properties that were neglected are being purchased and cleaned up.
 - Josh Metcalf, Public Works Director noted that in his drives around the county he has observed many run down properties being cleaned up. He further stated that if the county continues its growth then the solid waste numbers will continue to increase.

c. Recycling Update

- Melanie Case, Solid Waste Recycling Coordinator is preparing a presentation for the next meeting to include 2021 highlights, reflecting the positive effects of Recycle Reset.
- The Tire Recycling event jointly hosted with the City of Centralia on March 25th and 26th was very successful.
- Commissioner Grose asked if there was any discussion with SWAC or the district regarding curbside recycling for the areas east of Morton. Josh Metcalf stated that he had a long conversation with the Packwood association at their meeting on Friday the 25th, regarding recycling. If Packwood is wanting additional recycling drop off locations besides what is at the Presbyterian Thrift Store, finding a location is the first step. The county does not own any property in Packwood nor does the county manage curbside pickup.
- Commissioner Swope asked Tom Rupert about the number of customers needed to make curbside recycling in the areas east of Packwood possible. Tom did not have those numbers at his fingertips. He commented that when this topic was discussed in years past, it was noted that in order to make it feasible the county would need to make the service mandatory, much like it is the west county. But at that time the county did not want to make the service mandatory for that area. Tom stated that he is open to discussions if this is a topic the county wishes to pursue.
- Commissioner Swope inquired into the possibility of an online survey to residents in the areas east of Morton regarding their interest in curbside recycling.

VII. Financial Reports – Presented by Rocky Lyon, Solid Waste Manager.

a. Monthly reports February 2022

- Fund 415 revenue per the Paradigm scale report was \$316,693 and showed a net operating loss of \$450,111. The ending balance was \$2,501,283.
- Fund 401 expenses
 - Professional Services \$44,062 (Wood Chipping).
 - Recycling Program had expenses totaling \$11,470 with the Litter Program having \$12,968 in costs.
 - The Moderate Risk Waste Program \$13,588.

VIII. Miscellaneous Reports- Nothing to report.

IX. Approval of Transfers from Solid Waste Disposal District #1 to Lewis County Solid Waste Utility
Motion by F. Lee Grose and seconded by Lindsey Pollock to approve payments and transfers in the amount of \$36,070 for year-end 2021 and \$766,804 for the month of February. Motion carried.

X. Staff Discussion – Presented by Rocky Lyon, Solid Waste Manager.

a. Hauling and Disposal

- Working on agreements with Cowlitz County Landfill, Lemay's and Wasco Landfill to update the 4th amendment to the hauling and disposal contract to include transporting to both landfills.

XI. Announcements – None.

XII. Adjournment – With no further business, Motion by Lindsey Pollock and seconded by F. Lee Grose to adjourn the meeting at 2:07pm.

Respectfully submitted,



Teri Lopez
Solid Waste Utility, Administrative Assistant

Solid Waste Utility #1

Community Litter Cleanup Program Summary

For the Month of March

Lewis County Inmate Litter Crew (Program on Hold due to Covid)

Crew Hours	-
Road Miles	-
Weight (Pounds)	-
Disposal Fees	\$ -
Other Item Fees (TV, Tires & Appliances)	\$ -

Illegal Dumpsites

Hours	52.00
Dumpsites Cleaned	18.00
Weight (Pounds)	4,880.00
Disposal Fees	\$ 472.75
Other Item Fees (TV, Tires & Appliances)	\$ 196.00

Lewis County Contracted Litter Crew: Roadside

Crew Hours	16.00
Road Miles	7.00
Weight (Pounds)	1,900.00
Disposal Fees	\$ 98.42
Other Item Fees (TV, Tires & Appliances)	\$ -

Lewis County Contracted Litter Crew: Interchanges & Intersections

Crew Hours	64.00
Weight (Pounds)	8,740.00
Disposal Fees	\$ 452.74
Other Item Fees (TV, Tires & Appliances)	\$ 35.00

Volunteer Litter Clean-up

Hours	144.50
Bags Collected	225.00
Weight (Pounds)	3,330.00
Disposal Fees	\$ -
Other Item Fees (TV, Tires & Appliances)	\$ -

COMMUNITY LITTER CLEANUP PROGRAM 2022

	January	February	March	April	May	June	July	August	September	October	November	December	YTD Totals
Lewis County Inmate Litter Crew													
Supervisor Hours Litter	-	-	-	-	-	-	-	-	-	-	-	-	-
Supervisor Hours Illegal dumping	-	-	-	-	-	-	-	-	-	-	-	-	-
Road Miles	-	-	-	-	-	-	-	-	-	-	-	-	-
Crew Hours	-	-	-	-	-	-	-	-	-	-	-	-	-
Road side disposal weight	-	-	-	-	-	-	-	-	-	-	-	-	-
Disposal Fees	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Illegal Dumpsites													
Hours	42.00	47.50	52.00	-	-	-	-	-	-	-	-	-	141.50
Dumpsites Cleaned	16.00	15.00	18.00	-	-	-	-	-	-	-	-	-	49.00
Pounds	15,520.00	5,340.00	4,880.00	-	-	-	-	-	-	-	-	-	25,740.00
Disposal Fees	\$ 711.91	\$ 1,278.63	\$ 472.75	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,463.29
Lewis County Contracted Litter Crew: Roadside													
Team Hours	-	32.00	16.00	-	-	-	-	-	-	-	-	-	-
Road Miles	42.00	20.00	7.00	-	-	-	-	-	-	-	-	-	69.00
Pounds of Litter Picked Up	-	5,180.00	1,900.00	-	-	-	-	-	-	-	-	-	7,080.00
Disposal Fees	\$ -	\$ 276.62	\$ 98.42	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 375.04
Roads Cleaned: Hwy 603 & Summerville													
Lewis County Contracted Litter Crew: Interchanges & Intersections													
Team Hours	-	-	64.00	-	-	-	-	-	-	-	-	-	-
Pounds of Litter Picked Up	-	-	8,740.00	-	-	-	-	-	-	-	-	-	8,740.00
Other Items Picked Up	-	-	7 Tires	-	-	-	-	-	-	-	-	-	-
Disposal Fees	\$ -	\$ -	\$ 487.74	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 487.74
Interchanges cleaned: Exit 59, 60, 63, 68, 71 & 72													
Volunteer Litter Clean-up Work													
Hours	62.00	75.50	144.50	-	-	-	-	-	-	-	-	-	282.00
Pounds of Litter Picked Up	1,832.00	1,440.00	3,330.00	-	-	-	-	-	-	-	-	-	6,602.00
Bags Collected	131.00	96.00	225.00	-	-	-	-	-	-	-	-	-	452.00
Disposal Fees	\$ 21.12	\$ 15.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 36.12

Centralia Information: 32 groups (62 individuals), 148 bags of litter, 2,175 pounds, 122 hours
Lewis County volunteers: 25 people, 77 bag, 35.5 miles, 1,155 pounds, 22.5 hours
Interchanges/Intersections cleaned:
Lewis County Drug Court:
Litter Clean-up Events:

Dumpsites cleaned up in March 2022				
Road & Mile Post	Pounds	Other	Other Fees	# of Sites
Cinebar Rd, MP 2.5	140	2 Tires	\$ 10.00	1
Centralia Alpha Rd, MP 16.5	300	1Tire	\$ 5.00	1
Wildwood Rd, MP 1.5	200			1
Avery Rd, MP 2	200			1
S. Military Rd, MP3	220			1
Avery Rd, MP 1	300			1
Ham Hill Rd, MP .5	200	1 Freezer	\$ 23.00	1
Airport Rd, MP1	260			1
Centralia Alpha Rd, MP 1	500	4 Tires	\$ 20.00	1
Halliday Rd, MP2	280			1
Yates Rd, MP1	280	4 Tires, 1 TV	\$ 45.00	1
Koontz Rd, MP 1.5	260			1
Cope Rd, MP 1	540	2 Tires	\$ 10.00	2
Winlock-Vader Rd, MP3	420	11 Tires	\$ 55.00	1
N. Military Rd, MP 5	380	1 Tire	\$ 5.00	1
North Fork Rd, MP 4	280	1 Fridge	\$ 23.00	1
N. Military Rd, MP 5	120			1
	4880		\$ 196.00	18

LEWIS COUNTY SOLID WASTE UTILITY 2022 - TONNAGES

Month	Central Transfer Station		East Lewis County Transfer Station		2022 Total
	2021	2022	2021	2022	
January	7,635	6,442	647	663	7,104
February	5,156	6,265	567	635	6,899
March	7,091	7,574	832	659	8,233
April	7,033	-	874	-	-
May	6,940	-	823	-	-
June	7,339	-	992	-	-
July	9,522	-	1,091	-	-
August	7,687	-	962	-	-
September	8,034	-	922	-	-
October	6,771	-	730	-	-
November	6,729	-	673	-	-
December	5,728	-	594	-	-
Total Tonnage	85,665	20,280	9,707	1,956	22,236

Estimated Tonnage for 2022: **87,000**
 Actual Tonnage/Estimated Tonnage: **26%**

Monthly Tonnage Comparison: March

2021	7,923
2022	8,233
<hr/>	
Difference %	4%

Customer Count Comparison: March

2021	13,417
2022	11,572
<hr/>	
Difference %	-14%

Solid Waste Disposal District #1
Fund 415 Monthly Report
March 2022

Beginning Fund 415 Balance	\$	2,501,283
Revenue:		
SW Sales & Services	821,192	100.00%
Late Fees	170	0.02%
Over/Short	(129)	-0.02%
Recycling/Miscellaneous Revenue	-	0.00%
Total Revenue		821,233 100.00%
Expenses:		
Business & Occupational Service Tax	14,798	2.21%
Refuse Tax	13,380	2.00%
Professional Services & Supplies	-	0.00%
Building/Facility Rent	52,859	7.90%
Hauling & Disposal	360,926	53.93%
Credit Card Fees	5,945	0.89%
Host Fee	16,750	2.50%
*Monthly Payment to Fund 401	204,571	30.57%
Total Expenses		669,229 100.00%
Net Operating Gain		152,004
Ending Fund Balance	\$	2,653,287

Landfill Closure Reserve 287,993

* Next page shows detailed listing of monthly transfer.

*Note: Incurred expenses were calculated based on our reported out-bound tonnage.
This interim report is unaudited and intended for management purposes only.*

**SOLID WASTE DISPOSAL DISTRICT FUND 415
2022**

25% OF YEAR ELAPSED

	January	February	March	April	May	June	July	August	September	October	November	December	YTD TOTALS	BUDGET	%YTD/Budget
Revenue:															
SW Sales & Services	268,875	306,980	821,192	-	-	-	-	-	-	-	-	-	1,397,047	8,900,000	15.70%
Late Fees paid by Customers	220	65	170	-	-	-	-	-	-	-	-	-	455	1,000	45.50%
Over/Short	12	3	(129)	-	-	-	-	-	-	-	-	-	(114)	-	-
Recycling/Misc. Revenue	-	9,645	-	-	-	-	-	-	-	-	-	-	9,645	80,000	12.06%
	269,107	316,693	821,233	-	-	-	-	-	-	-	-	-	1,407,033	8,981,000	15.67%
Expenses:															
Credit Card Fees	5,338	5,602	5,945	-	-	-	-	-	-	-	-	-	16,884	55,000	30.70%
Refuse Tax	12,106	11,926	13,380	-	-	-	-	-	-	-	-	-	37,412	-	-
Business & Occupation Tax	13,005	12,938	14,798	-	-	-	-	-	-	-	-	-	40,741	157,168	25.92%
Professional Services	-	-	-	-	-	-	-	-	-	-	-	-	-	3,500	0.00%
*Building/Facility Rent	52,859	52,859	52,859	-	-	-	-	-	-	-	-	-	158,577	634,308	25.00%
Hauling / Disposal	113,355	444,986	360,926	-	-	-	-	-	-	-	-	-	919,267	4,651,673	19.76%
Host Fee	16,750	16,750	16,750	-	-	-	-	-	-	-	-	-	50,250	201,000	25.00%
Utility Fund Contracted Services	216,574	221,743	204,571	-	-	-	-	-	-	-	-	-	642,888	2,922,914	21.99%
	429,987	766,804	669,229	-	-	-	-	-	-	-	-	-	1,866,020	8,625,563	21.63%
Net Operating Income	(160,880)	(450,111)	152,004	-	-	-	-	-	-	-	-	-	(458,987)		

This spreadsheet is intended to compare the Solid Waste Disposal District YTD totals to the Solid Waste Disposal District budget.
Fund 415 balance can be found on the Solid Waste Disposal District monthly report.

***Breakdown of building/facility rent:** CTS monthly rent is \$51,000 and the ELCTS montly rent is \$1859. CTS monthly rent payments increased from \$38,700 to \$51,000 in Jan. 2010. \$38,700 goes toward a bond payment and \$12,300 is reserved in Solid Waste Fund 401 for capital improvements. Per BOCC Resolution #11-439, when the bond is fully paid in Dec. 2024, the entire \$51,000 payment will be reserved in the Solid Waste capital improvement reserve.

**SOLID WASTE UTILITY FUND 401
2022**

25% OF YEAR ELAPSED

	January	February	March	April	May	June	July	August	September	October	November	December	YTD TOTALS	BUDGET	%YTD/Budget
Revenue:															
WRRED & LSWFA Grant	-	-	-	-	-	-	-	-	-	-	-	-	-	159,328	0.00%
Litter Grant	-	-	-	-	-	-	-	-	-	-	-	-	-	48,850	0.00%
Rent From Disposal District	1,859	1,859	1,859	-	-	-	-	-	-	-	-	-	5,577	22,308	25.00%
Misc. Revenue	-	-	-	-	-	-	-	-	-	-	-	-	-	400	0.00%
Reimbursement from Litter Crew	-	-	-	-	-	-	-	-	-	-	-	-	-	145,411	0.00%
Payment From Disposal District	216,574	221,743	204,571	-	-	-	-	-	-	-	-	-	642,888	2,922,914	21.99%
	218,433	223,602	206,430	-	-	-	-	-	-	-	-	-	648,465	3,299,211	19.66%
Expenses:															
Salary & Benefits	124,883	124,811	115,668	-	-	-	-	-	-	-	-	-	365,361	1,419,038	25.75%
Supplies/Small Tools & Equipment	3,284	1,689	2,341	-	-	-	-	-	-	-	-	-	7,314	60,500	12.09%
Fuel Consumed	-	51	59	-	-	-	-	-	-	-	-	-	110	30,000	0.37%
Professional Services	12,694	44,062	22,273	-	-	-	-	-	-	-	-	-	79,029	251,184	31.46%
Utilities	292	2,036	2,430	-	-	-	-	-	-	-	-	-	4,757	34,000	13.99%
Miscellaneous	1,513	515	2,045	-	-	-	-	-	-	-	-	-	4,073	16,238	25.08%
Equipment Rental	285	-	-	-	-	-	-	-	-	-	-	-	285	15,240	1.87%
Equipment Rental Interfund	-	-	-	-	-	-	-	-	-	-	-	-	-	214,416	0.00%
Interfund	-	-	-	-	-	-	-	-	-	-	-	-	-	155,212	0.00%
Crane & Site Maintenance	-	10,738	1,156	-	-	-	-	-	-	-	-	-	11,895	214,000	5.56%
Training & Travel	-	-	-	-	-	-	-	-	-	-	-	-	-	1,553	0.00%
Recycling Program	9,163	11,470	10,040	-	-	-	-	-	-	-	-	-	30,672	174,303	17.60%
Landfill Closure	1,442	1,674	3,264	-	-	-	-	-	-	-	-	-	6,380	113,804	5.61%
Code Compliance Support	-	-	-	-	-	-	-	-	-	-	-	-	-	100,000	0.00%
Nuisance Abatement	-	-	-	-	-	-	-	-	-	-	-	-	-	-	0.00%
Litter Program	6,769	12,968	37,747	-	-	-	-	-	-	-	-	-	57,484	192,361	29.88%
Moderate Risk Waste	8,109	13,588	9,407	-	-	-	-	-	-	-	-	-	31,104	168,745	18.43%
Capital Improvements/Repairs	-	-	-	-	-	-	-	-	-	-	-	-	-	83,400	0.00%
	168,433	223,602	206,430	-	-	-	-	-	-	-	-	-	598,463	3,243,994	18.45%
Net Operating Income/Loss	50,000	-	-	-	-	-	-	-	-	-	-	-	50,000		

CRANE RESERVE
PAYMENT

50,000 FOR REPLACEMENT CRANE RESERVE

TOTAL \$85,699

This sheet is intended to compare Solid Waste Utility YTD totals to the Solid Waste Utility Budget.
Fund 401 reserve balances can be found on the Solid Waste Utility monthly report.